

SART Team Protocol

1. Alleged sexual abuse is reported to Investigative Services.
2. Investigative Services contacts the administrative member of the SART team.
3. The initial response of the SART team shall address the immediate needs of the youth victim (i.e. medical and mental health), and ensuring movement of the victim and perpetrator by the facility administration.
4. Administrative team member gets in touch with other team members to inform them about the alleged sexual abuse. The administrative team member informs the other team members to expect to be contacted again within 48 hours to inform if the SART team will be meeting the next day (within 72 hours of the initial report). The decision to meet will be made by the administrative team member based upon the evidence gathered by Investigative Services and medical staff within 48 hours of the initial report.
5. If the administrative staff has gathered enough evidence from Investigative Services and medical to determine the case is unsubstantiated or unfounded, a second phone call is made to the SART team members to let them know there is no need to meet. An email is sent out to all SART team members verifying this.
6. If the administrative staff has gathered enough evidence from Investigative Services and medical staff that the sexual abuse is substantiated, the administrative staff sets up the SART team meeting the next day and notifies the other members of the place and time of the meeting.
7. The team meets. The administrative staff person sets an agenda to cover the following:
 - a. Discussion of the case and all evidence collected and actions taken by each discipline of the SART team.
 - b. Discuss the immediate and long term needs of the victim-safety, medical and mental health.
 - c. Discuss recommendations needed for the perpetrator- relocation, treatment needed, and possible charges?
 - d. Recommendations made on any other involved youth.
 - e. Review overall team response and review areas of possible improvement including suggested revisions in policy and protocol.
 - f. The team will continue to meet concerning a particular case as needed.

C.2.11 (d)

8. A report is generated by the Investigative Services staff regarding the decisions or recommendations made by the SART team, and forwarded to the Director of the facility and the Social Services Supervisor.
9. All SART teams at each facility shall meet at least quarterly to review all cases and recommendations made for changes.